



## NEBRASKA STATE RECORDS BOARD

### MINUTES

Meeting of September 16, 2015

#### **Agenda Item 1. CALL TO ORDER, ROLL CALL**

The meeting of the Nebraska State Records Board was called to order by Chairman John A. Gale at 9:00 A.M. on September 16, 2015 in Room 1507 of the State Capitol, Lincoln, Nebraska.

A Roll Call was taken. The following Board members were present:

John A. Gale, Secretary of State, State Records Administrator and Chairman;  
Mike Foley, representing the Governor;  
Phil Olsen, representing the Auditor of Public Accounts;  
Scott Keene, representing the Insurance Industry;  
Brenda Ealey, representing Libraries;  
Leslie Donley, representing the Attorney General;  
Byron Diamond, Director of Administrative Services;  
Greg Osborn, representing the General Public;  
Brian Buescher, representing the Legal Profession;  
Don Stenberg, State Treasurer;  
Mike Konz, representing the Media;  
Crystal Wichita, representing the Banking Industry

Staff in attendance:

Colleen Byelick, Legal Counsel  
Cathy Danahy, Executive Director;  
Tracy Marshall, Recording Clerk

#### **Agenda Item 2. ANNOUNCEMENT OF NEBRASKA OPEN MEETINGS ACT**

Chairman Gale announced that in accordance with the Nebraska Open Meetings Act, reproducible written materials to be discussed at the open meeting and a copy of the Nebraska Open Meetings Act are located to the left of the public seating area.

#### **Agenda Item 3. NOTICE OF HEARING**

Chairman Gale announced public notice of the meeting was duly published in the Lincoln Journal Star August 16, 2015 and on the state's website Public Meeting Calendar. The public notice and proof of publication relating to the meeting will be attached to and made a part of the meeting minutes.

#### **Agenda Item 4. ADOPTION OF AGENDA**

Mr. Foley moved to adopt the agenda as presented; seconded by Ms. Donley.

Voting For:	Buescher	Diamond	Ealey	Foley	Gale
	Keene	Konz	Olsen	Osborn	Donley
	Stenberg	Wichita			

Voting Against: None

Absent: None

The motion carried.

**Agenda Item 5. APPROVAL OF MINUTES**

Chairman Gale asked for a motion to approve the minutes of the February 4, 2015 meeting. Mr. Osborn moved to approve the minutes; seconded by Mr. Diamond.

Voting For:	Buescher	Diamond	Ealey	Foley	Gale
	Keene	Konz	Olsen	Osborn	Stenberg
	Wichita				

Not Voting: Donley

Voting Against: None

Absent: None

The motion carried.

**Agenda Item 6. PUBLIC COMMENT**

Chairman Gale asked the members of the audience if anyone wished to come forward to provide public comment on anything other than items listed on the agenda. No audience member indicated a desire to provide public comment.

**Agenda Item 7. CHAIRMAN'S REPORT**

**a) AGREEMENTS & ADDENDA**

Mr. Brent Hoffman, General Manager, Nebraska Interactive, LLC introduced the following Agreements and Addenda:

**Agenda Item 1. Electronic Government Service Level Agreements** between Nebraska Interactive, LLC, the NE State Records Board and the Nebraska Workers' Compensation Court, the Village of Ceresco, NE and the Village of Lodgepole, NE. Signed by Chairman Gale pursuant to Board Authority.

**Agenda Item 2. Addenda (PayPort) (Local) to the Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board** and the Village of Ceresco, NE and the Village of Lodgepole, NE. Signed by Chairman Gale pursuant to Board Authority.

**Agenda Item 3. Addenda (PayPort) (State) to the Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board** and the Nebraska Public Service Commission. Signed by Chairman Gale pursuant to Board Authority.

**b) PRICEWATERHOUSECOOPERS ANNUAL AUDIT OF NEBRASKA INTERACTIVE, LLC DECEMBER 31, 2014 AND 2013**

Mr. Foley distributed a graph titled **Nebraska Interactive Dividends and Expenses to Parent** prepared by Craig Kubicek, Assistant Deputy, State Auditor's Office. The audit report by the Finances Review Subcommittee was tabled until the December 9, 2015 NE State Records Board meeting.

**Agenda Item 9. EXECUTIVE DIRECTOR'S REPORT****Agenda Item 9.a. NSRB Cash Fund Balance Report**

Ms. Danahy presented the June 30, 2015 Cash Fund Balance Report. Mr. Konz moved to approve the Cash Fund Balance Report; seconded by Mr. Foley.

Voting For:	Buescher	Diamond	Donley	Ealey	Foley
	Gale	Keene	Konz	Olsen	Osborn
	Stenberg	Wichita			

Voting Against: None

Absent: None

The motion carried.

**Agenda Item 9.b. NSRB State/Local Grant Project Status Report**

Ms. Danahy presented the June 30, 2015 State/Local Grant Project Status Report.

**Agenda Item 10. NEBRASKA.GOV REPORTS****Agenda Item 10.a. New VISA Transparency Rule – update**

Mr. Hoffman reported no updates.

**Agenda Item 10.b. General Manager's Report**

Mr. Brent Hoffman, General Manager, Nebraska.gov presented the 2nd Quarter 2015 General Manager's Report. Mr. Bruce Rice Director of Development, Nebraska.gov, reported on the **Network Issues Detail Report**.

**Agenda Item 10.c. Project Priority Report**

Mr. Hoffman presented the Project Priority Report. Ms. Jessica Evers, Project Manager, reported on the status of the Department of Agriculture projects. Mr. Keene moved to approve the Project Priority Report; seconded by Ms. Wichita.

Voting For:	Buescher	Diamond	Donley	Ealey	Foley
	Gale	Keene	Konz	Olsen	Osborn
	Stenberg	Wichita			

Voting Against: None

Absent: None

The motion carried.

**Agenda Item 11. NETWORK MANAGER RFP (CLOSED SESSION)**

Ms. Donley moved the Board go into closed session at 11:03 A.M. for the limited purpose of discussing and reviewing the request for proposal for Network Manager to manage the Nebraska.gov Network and for the protection of the public interest. Mr. Osborn amended the motion to 10:03 A.M. The motion was seconded by Mr. Osborn as amended. Chairman Gale repeated the motion.

Voting For:	Buescher	Diamond	Donley	Ealey	Foley
	Gale	Keene	Konz	Olsen	Osborn
	Stenberg	Wichita			
Voting Against:	None				

Absent: None

The motion carried.

Ms. Donley moved that the Nebraska State Records Board adjourn from this closed session, seconded by Mr. Keene.

Voting For:	Buescher	Diamond	Donley	Ealey	Foley
	Gale	Keene	Konz	Olsen	Osborn
	Stenberg	Wichita			

Voting Against: None

Absent: None

The motion carried.

Mr. Stenberg made a motion, and before it was seconded, Mr. Stenberg agreed to two friendly amendments to clarify two matters, and following his adoption of those amendments into his motion, it was seconded by Mr. Foley. The motion as amended and voted upon was as follows: That a committee composed of the Secretary of State, DAS Director, the State Treasurer, the CIO, and legal counsel for the Secretary of State be authorized to negotiate the final items of the new contract for services of the State Records Board, through Nebraska.gov, with a start date of April 1, 2016, and that the same committee also be authorized to negotiate an Escrow Agreement that relates to the contract and also extension of the existing contract for services and that those contracts would be brought back to this Board for final approval.

Voting For:	Buescher	Diamond	Donley	Ealey	Foley
	Gale	Keene	Konz	Olsen	Osborn
	Stenberg	Wichita			

Voting Against: None

Absent: None

The motion carried.

Chairman Gale recognized the RFP/Contract negotiation team for their hard work.

**Agenda Item 12. DATE FOR NEXT MEETING**

Chairman Gale announced the next NE State Records Board meeting will be held on Wednesday, December 9, 2015 at 9:00 A.M., Room 1507, NE State Capitol, Lincoln, NE.

**Agenda Item 13. ADJOURNMENT**

Mr. Konz moved to adjourn the meeting; seconded by Mr. Keene. All members present signified agreement by saying "aye". Chairman Gale declared the meeting adjourned at 12:30 p.m.

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John A. Gale  
Secretary of State  
State Records Administrator  
Chairman, State Records Board

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Date